

PARISH COUNCIL MEETING MINUTES

Scaldwell Parish Council

Thursday 30th July, 2020. 6 pm

This meeting took place remotely using ZOOM

Chairman: Mr Eugene O'Leary

Parish Clerk: Hayley Cawthorne; **Address:** Rose Cottage, Station Road, North Kilworth, Lutterworth, LE17 6ER

Email: scaldwellpc@gmail.com

Website: <http://www.scaldwellvillage.org/council/>

Councillors present: Cllr E O'Leary (Chairman)
Cllr D Cross (Vice Chairman)
Cllr M Vinton
Cllr D Masterson Jones
Cllr P Long
Cllr R Wilson
Cllr E Amirak (Co-opted at this meeting)

Clerk to the Parish Council: Hayley Cawthorne

District Councillors Kevin Parker and Jonathan Harris

Scaldwell Residents 3 parishioners

20/105	Explanation given of how the virtual meeting would proceed																														
20/106	<p>Public address A parishioner raised the fly tipping issue, seemingly commercial waste (tyres) along Mill Lane RESOLUTION for District Cllr Harris to report Mill Lane fly tipping as a hot spot to DDC, in the hope of signage being installed accordingly</p>																														
20/107	No Apologies received																														
20/108	Cllr Wilson declared his interest (neighbour) to application DA/2020/0529 – Peters Barn																														
20/109	<p>RESOLUTION to accept that the minutes of the Annual Parish Council Meeting on Monday 29th June 2020, the Annual Parish Meeting on Monday 29th June and the Extraordinary Parish Council Meeting on Thursday 14th July 2020 are a correct record, and then signed by the chairman</p>																														
20/110	<p>Progress of resolutions requiring actions from the last meeting/s minutes</p> <table border="1"> <thead> <tr> <th>Minute</th> <th>Resolution</th> <th>Who</th> <th>Completed?</th> </tr> </thead> <tbody> <tr> <td>19/122 e)</td> <td>To instruct suggested works to trees for October</td> <td>Cllr Cross</td> <td>In progress</td> </tr> <tr> <td>19/122/e</td> <td>To request quotes for the tree works to be carried out</td> <td>Cllr Cross</td> <td>In progress</td> </tr> <tr> <td>19/126</td> <td>To adopt Unity Bank as the new bank provider for Scaldwell Parish Council, to utilise online banking with online authorisation function</td> <td>Clerk</td> <td>To be taken forward by new clerk</td> </tr> <tr> <td>20/077</td> <td>RESOLUTION for Cllr Wilson to complete a Register of Interest form and Declaration of Office Form</td> <td>Clerk</td> <td>Outstanding</td> </tr> <tr> <td>20/077</td> <td>RESOLUTION to inform Daventry regarding this new casual vacancy</td> <td>Clerk</td> <td>Completed</td> </tr> <tr> <td>20/079 a) i</td> <td>RESOLUTION to contact BHIB Insurers for clarity on whether inspections have to be carried out every 7</td> <td>Clerk</td> <td>Completed</td> </tr> </tbody> </table>			Minute	Resolution	Who	Completed?	19/122 e)	To instruct suggested works to trees for October	Cllr Cross	In progress	19/122/e	To request quotes for the tree works to be carried out	Cllr Cross	In progress	19/126	To adopt Unity Bank as the new bank provider for Scaldwell Parish Council, to utilise online banking with online authorisation function	Clerk	To be taken forward by new clerk	20/077	RESOLUTION for Cllr Wilson to complete a Register of Interest form and Declaration of Office Form	Clerk	Outstanding	20/077	RESOLUTION to inform Daventry regarding this new casual vacancy	Clerk	Completed	20/079 a) i	RESOLUTION to contact BHIB Insurers for clarity on whether inspections have to be carried out every 7	Clerk	Completed
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		days, or every week but perhaps on different days		
20/079 d) i		RESOLUTION for Cllr Cross to contact Spendlove Contractors again to request further information regarding the 2 verges at the end of the village and the triangle, confirming how frequently these are cut	Cllr Cross	Outstanding
20/080		RESOLUTION to contact NCC Highways requesting a site visit, and the opportunity to discuss practical solutions going forwards	Clerk	Outstanding
20/082		RESOLUTION to appoint Parish Council Representatives for Scaldwell community and voluntary groups as follows	Clerk (website)	Completed
20/084 b)		RESOLUTION to agree the bank reconciliation 29/06/2020	Clerk and Cllr Cross	Completed
20/085		RESOLUTION to approve the Record of Dispensations, the Equality and Diversity Policy, the Safeguarding Policy and the Training Policy	Clerk (website)	Completed
20/087		RESOLUTION to sign up for an annual Zoom Pro Membership using general reserve funds	Clerk	New clerk to sign up
20/094 l)		RESOLUTION for Scaldwell Parish Council to support application DA/2020/0466 as long a Michael Venton agrees to it	Clerk	Completed
20/094 l)		RESOLUTION for Scaldwell Parish Council to object to planning application DA/2020/1037 owing to the following material considerations:	Clerk	Completed
20/095		RESOLUTION for Cllr O'Leary to write an article for the Parish Newsletter explaining why the Parish Council went out to the parish on the recent two applications. Explain that the Parish Council has a noticeboard upon which meeting agendas and draft minutes are posted, and they hope to have their website up and running again soon https://www.scaldwellvillage.org/council/	Cllr O'Leary	Completed
20/096		RESOLUTION to contact Daventry DC asking if Fly Tipping signage can be installed, along Mill Lane in particular.	Clerk	Completed
20/096		RESOLUTION for Cllr O'Leary to write an article for the Parish Newsletter to explain the Parish Council's current approach to dealing with the fly tipping situation	Cllr O'Leary	Completed
20/098		RESOLUTION to support the reopening of the Scaldwell Playing Field and Play Areas	Playing Field Working Party	Completed
20/099		RESOLUTION to approve the internal audit AGAR report RESOLUTION to approve the annual governance statement (AGAR) section 1 RESOLUTION to approve the annual governance statement (AGAR) section 2 RESOLUTION to confirm the analysis of variances supporting the AGAR submission to PFK Littlejohn RESOLUTION to set the notice period for the exercise of public rights from 16/07/2020 to 01/09/2020	Clerk	Completed
20/100		RESOLUTION to authorise Payments (two Cllrs to sign cheques) as per below:	Clerk	Completed

	20/101	RESOLUTION to re-advertise for the Clerk and Responsible Financial Officer role	Clerk	Completed
	20/101	RESOLUTION to delegate authority to the Chairman and Vice-Chairman for all recruitment matters.	Clerk	Completed
20/111	RESOLUTION to co-opt Emre Amirak on to the Parish Council RESOLUTION for Emre Amirak to complete a Register of Interest form and Declaration of Office Form			
20/112	Correspondence to consider and agree any proposed resolutions on correspondence received			
	i.	21.07.2020 – DDC Media Release: Country Park paths set for summer upgrade. Noted		
	ii.	22.07.2020 – Daventry Town Centre Vision – www.Daventry2035.com . Noted		
	iii.	22.07.2020 – DDC Media Release: Leisure Centres Opening. Noted		
	iv.	22.07.2020 – Northamptonshire ACRE Village Viewpoint newsletter. Noted		
	v.	24.07.2020 - DDC Media Release: Councillor Chris Millar is new Chairman of DDC. Noted		
20/113	PLANNING			
	i.	To consider planning consultation papers and applications and make decisions on comments and actions:		
		Application No: DA/2020/0529 Location: Peters Barn, West End, Scaldwell, NN6 9JX Description: Works to trees within a conservation area DECISION: Pending consideration RESOLUTION not to submit comments from Scaldwell Parish Council on application DA/2020/0529		
	ii.	To receive planning application decisions: None		
	iii.	To discuss the action Scaldwell Parish Council could take following the Mercedes Application DA/2019/0144 officer recommendation and agree actions accordingly RESOLUTION for Cllr O’Leary to enlist to speak at the Planning Committee on Wednesday 5th August, on behalf of Scaldwell Parish Council		
20/114	Parish Assets			
	a)	Playing Field Report and Working Party Updates		
	i.	Updated signs installed at the Playing Field to remind users to abide by the Covid=19 restrictions and precautions.		
	ii.	RESOLUTION to request the Scaldwell PC’s 2020 Wicksteed Annual playground Inspection order at a cost of £254.40		
	iii.	Scaldwell PC’s play ground upgrade project on hold until autumn		
	iv.	RESOLUTION to include the cost of a gardener, three times a year, for £140 a day, in the Parish Council’s budget for 21/22		
	v.	No longer taking place: To consider the request by The Village Club to use the Playing Fields to host a musical concert on the 8 th August.		
	b)	Street Lighting		
	i.	None		
	c)	Kiosk and Defibrillator		
	i.	Project update: Community HeartBeat Trust defibrillator order made and due to be installed in August.		

	<p>d) Village Green and grass maintenance works</p> <p>i. No updates</p> <p>e) Tree Management</p> <p>i. DEFER to September meeting: Update on the suggested works in October 2019 and April 2020 on page 15 7.7 Schedule of Work, in the Tree Risk Management Report and request to David Deacon to carry these out</p> <p>f) Highways and Grit Bins</p> <p>i. NO UDPATE: No parking lines and two of the give way lines onto the green reported to Fix my Street – Reference number 2155751</p> <p>g) Well Project update – No update</p> <p>h) Website</p> <p>i. DEFER to September meeting: Discuss the need to request quotes from website providers to install a new website platform for Scaldwell Parish Council and agree actions accordingly</p> <p>ii. DEFER to September meeting: Receive the guidance on accessibility regulations for parish council website and the need to put in place an action plan to comply with guidance accordingly</p>																										
20/115	To discuss the request to support the CommMiniBus Community Transport initiative, Service K, with a one-off subscription of £500 and resolve actions accordingly RESOLUTION to not allocate Parish Council funding the CommMiniBus project on this occasion, owing to no budget allocation and financial uncertainty post/during Covid-19 pandemic																										
20/116	Update on registration with the pensions regulator RESOLUTION for the new clerk to register with the pensions regulator by 1st September 2020																										
20/117	<p>Finance & Administration</p> <p>a) To acknowledge Income</p> <table border="1"> <tr> <td>0.19</td> <td>Interest for June</td> </tr> <tr> <td>280.73</td> <td>NCC Grass Cutting Verge commitment</td> </tr> </table> <p>b) To acknowledge bank balances</p> <table border="1"> <tr> <td>Current Account</td> <td>£22,456.52</td> </tr> <tr> <td>Savings Account</td> <td>£500.00</td> </tr> </table> <p>RESOLUTION To authorise Payments for July</p> <table border="1"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Purpose</th> <th>VAT</th> <th>Cost</th> <th>Total Amount</th> </tr> </thead> <tbody> <tr> <td>001215</td> <td>Hayley Cawthorne</td> <td>July expenses</td> <td>£0.00</td> <td>£15.30</td> <td>£15.30</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	0.19	Interest for June	280.73	NCC Grass Cutting Verge commitment	Current Account	£22,456.52	Savings Account	£500.00	Chq	Payee	Purpose	VAT	Cost	Total Amount	001215	Hayley Cawthorne	July expenses	£0.00	£15.30	£15.30						
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20/118	Clerk Recruitment update Katrina Jones has been recruited as the new Clerk and Responsible Fiancial Officer for Scaldwell Parish Council with a start date of 03/08/2020																										
20/119	Local Government Re-organisation (LGR) Update Various committees looking at various departments in the County Council. Budget required by Nov/Dec 2020.																										
20/120	Confirm date for the next Parish Council Meeting Revert back to Wednesday meetings at 7.30 pm. Next meeting Wednesday 16 th September at 7.30 pm.																										
20/121	Meeting closed at 7.25 pm.																										

Signed: Hayley Cawthorne
Signed: Eugene O'Leary

Clerk to Scaldwell Parish Council
Chairman to Scaldwell Parish Council

Dated: 16/09/2020
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